



Safety & Health Administration Course

1 Who Should Attend . . .

This program is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and worker's compensation costs
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work
- ▶ Business owners who want to learn about compliance with MIO SHA

2 Why you need this Workshop . . .

- ▶ To reduce disabling injuries and illnesses to employees - and to ensure that every worker goes home safe and healthy every day.
- ▶ To reduce the high direct costs of work-related injuries, which grew to \$42.5 billion nationally in 2000, and indirect costs, which were estimated at an additional \$127 - \$212 billion in 2002. (*2003 Liberty Mutual Safety Index.*)
- ▶ To enhance your company's bottom line. A strong safety and health commitment not only protects workers, it also reduces worker's compensation costs, improves employee morale, and increases production and quality.

3 What You'll Learn . . .

This seminar is a three-day program is designed for managers, lead employees, safety committee members, and others newly assigned to develop or refine a comprehensive safety and health management system. Experienced practitioners could also benefit from this course. Topics include, developing a written safety and health management system, MIO SHA recordkeeping requirements, hazard identification and control, select MIO SHA standards, industrial hygiene and ergonomics. This course emphasizes the importance of management leadership in the development and implementation of safety and health management systems prevention and the establishment of goals and objectives.

Agenda

*We offer a flexible
program agenda
to emphasize the
topics you
want most.*

- ▶ Management Commitment
- ▶ Employee Involvement
- ▶ Worksite Analysis
- ▶ Hazard Prevention & Control Programs
- ▶ Safety & Health Training

Facilitator

Jerry Swift began work for MIOSHA's Consultation Education and Training Division in 1985 to assist employers and employees in the Grand Rapids, Michigan area. Jerry presently resides and provides consultation and training services in the extreme southwest corner of Michigan covering Allegan, Berrien, Cass, St. Joseph, and Van Buren counties.

Currently Jerry has been given primary responsibility for administering the partnership created between the United Auto Workers, Ford Motor Company, Visteon Corporation and MIOSHA. He has also become involved in one of MIOSHA's outreach strategies to develop new alliances and partnerships for the purpose of leveraging safety and health resources within Michigan.

Prior to joining MIOSHA, Jerry had worked as a Safety Administrator in the chemical, automotive and furniture manufacturing sectors after earning a B.S. degree in Environmental Safety and Safety Management from Indiana State University.



Jerry Swift
*Occupational Safety Consultant,
MIOSHA, CET Division*

Program Details

DATE: February 1, 8 & 15, 2005

LOCATION: M-TEC@SMC
2229 US 12 East
Niles, MI

COST: \$180 per person, includes lunch and
course materials.

TIME: Check-in - 8:00 a.m.
Program - 8:30 a.m. to 4:00 p.m.

DEADLINE: Register by January 31, 2005
Enrollment is limited to 30 participants,
so please register early!

CONTACT: Tim Childs - 269.687.5651

COSPONSOR: M-TEC @ SMC (Southwestern Michigan College)

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

How to Register

Safety & Health Administrator Course

Complete information at right to
register by:

► **Phone:** 269.687.5651

► **Fax:** 269.687.5655

► **Mail:** M-TEC @ SMC
2229 US 12 East
Niles, MI 49120
Attn: Tim Childs

Name: _____

Company Name: _____

Department: _____

Job Title: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Fax: _____

Email: _____

Number Attending: _____ @ \$180 each = \$ _____

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